Do Not Write in this Space



SEP 26 '12 PH03:11

Posted by
Uxbridge
Town Clerk

		Meeting	Cancellation	Town Cler
	Board or Commission Meeting Date Place Authorized Signature	Capital Plan Wed. 10/3 Lower Town I Tman	ning Committee  Time lepm  Hall, 215. Main St.  Ate.	
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II.	Old Business			
10.	New Business	Capital Plan and poss	o upolate, discussioniste	200
IV.	Executive Session			
V.	Adjournment			

## **Meeting Postings:**

- \* Except in an emergency, a public body must post notice of a meeting at least 48 hours in advance, excluding Saturday's, Sunday's and legal holidays, except in emergencies.
- \* "Emergency" is a sudden, generally unexpected occurance or set of circumstances demanding immediate action.
- \* In an emergency, a public body shall post notice as soon as reasonably possible prior to a meeting
- \* Notice must include date, time and place of meeting
- \* Must include listing of topics the chair reasonably anticipates will be discussed at the meeting
- \* Topics must give enough specificity so that the public will understand what will be discussed
- \* Public bodies are encouraged to update the notice when aware of new topic within the 48 hour period before the meeting
- \* Chairs should not post notices so far in advance that there is a high likelihood that new topics will arise, unless the chair updates the notice with any such new topics 48 hours in advance of the meeting